

UNIVERSITY OF KENTUCKY



LEXINGTON, KENTUCKY 40506

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JOHN W. OSWALD, PRESIDENT

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To: Council of Academic Deans and Vice Presidents

From: John W. Oswald

Enclosed are draft copies for discussion of two academic title series: 1) Special Title Professorial Appointments, and 2) Professor (Adjunct Series). As you will recall, at the last meeting we discussed the possibility of establishing a non-research, professorial series. It was the unanimous judgment of the Faculty Council that it would be better to handle this problem by the establishment of the Special Title series. The Adjunct series is set up for those individuals who are working essentially full-time in the University on research and teaching but who are paid from other sources (e. g., Veterans Administration or U. S. Department of Agriculture).

I would hope that you would review this material prior to the Monday luncheon of the Council of Academic Deans and Vice President at which it will be discussed. Thank you.

Enclosures (3)

Special Title Professorial Appointments

1. Introduction

The standard academic titles of Instructor, Assistant Professor, Associate Professor, and Professor, together with approved criteria, are well established and are now being used by Area Committees and administrative officials in the appointment and promotion of individuals to academic positions within the University. These titles and criteria appear to be satisfactory for the great majority of positions. There are, however, a few areas where research and creative work, in the usually accepted sense, do not constitute a significant part of a staff member's activity and may not even be appropriate to the position. Yet the University has established programs in some of these areas and has need for professionally competent people to meet the teaching and public service responsibilities required by these programs. To meet these responsibilities effectively and to maintain a competitive position in the manpower market, it is proposed that a "Special Title" professorial series be established.

If this Special Title series should be adopted, two professorial series would then become operative:

- a) The present standard (departmental) professorial ranks and titles. To be appointed or promoted to the rank of Professor (or Assistant Professor or Associate Professor) of Music, Medicine, or English, a person would continue to be judged by the criteria already approved and established for these titles and ranks, including research.
- b) The above proposed Special Title Series. To be appointed or promoted to the rank of Professor (or Assistant Professor or Associate Professor) of Applied Music, Clinical Medicine, et cetera, a person would be judged by the criteria appropriate to and approved for his special position.

To establish Special Title positions and criteria, the initiating department would prepare a document:

- a) Demonstrating the need for such a position,
- b) Suggesting an appropriate descriptive title, and
- c) Proposing criteria for appointment and promotion to each of the three ranks within the title series.

These criteria would be approved by the dean of the college concerned and by the President of the University, who as a part of the approval procedure would submit the proposed criteria to the appropriate Area Committee for comment and advice. These criteria as approved would form the basis for consideration by Area Committees and administrative officials whenever recommendations for appointment or promotion should be submitted to them.

2. Term of Employment

- a) Normal periods of service for appointment in the Special Title ranks would be the same as for the corresponding ranks in the regular professorial series. The terms of employment would be stated in the appointment record.
- b) Promotion from an Assistant Professorship to an Associate Professorship in the Special Title series would, so far as tenure is concerned, be subject to the same procedures as the present professorial series.

3. Appointment, Promotion, and Review Criteria and Procedure

- a) The Special Title series is not intended to serve as a means for appointing or promoting in the regular disciplines individuals who are unable to qualify for appointment or promotion because of demonstrated lack of research competence. Rather, it is a title series which recognizes the needs of a few departments for specialized teaching and other services. Therefore, the appointment or promotion of an individual to the Special Title series should be recommended only where teaching or other needs are so specialized in character that they can be met with greater effectiveness by faculty members in the special series.

In addition to the above requirements, an appointment as Professor in the Special Title series will be approved only where the appointee's services are of exceptional quality and when his value to the University and his salary are to be at the level of a full Professor in the regular professorial series.

- b) Before an individual can be recommended for appointment or promotion in the Special Title series, the position must already have been authorized by the President, acting upon recommendations from the department chairman and dean.
- c) Subject to the qualification stated in the preceding paragraph, appointment, promotion, and review PROCEDURES shall be those established for the regular professorial ranks.
- d) Appointment, promotion, and review CRITERIA shall be those approved for the Special Title position when it has been established in the manner specified above.

4. Conditions of Employment

- a) Appointment to a Special Title position will not normally imply a specific responsibility to engage in research.
- b) Titles in this series will not be granted to a registered student or candidate for a higher degree at this University.
- c) Individuals in the Special Title series will be assigned heavier instructional and/or other duties than are assigned to persons in the regular professorial ranks, of whom research and publication is a specific requirement.

- d) Appointees in the Special Title series may teach lower division and upper division courses. With the approval of the Dean of the Graduate School they may teach graduate courses. Appointment or promotion to the rank of Associate Professor in the Special Title series does not result automatically in membership in the Graduate Faculty.

- e) Appointees in the Special Title series are eligible for membership in the University Faculty, for sabbatical leave in accordance with stated sabbatical leave policies, for retirement benefits as set forth under the University Retirement System, and for other appropriate benefits and privileges available to staff members in the regular professorial series.

Special Title Professorial Series

A Special Title for the professorial ranks has been approved for those departments with staff members whose duties are not accurately recognized in the standard professorial series. Those departments proposing promotions that should come under the Special Title series rather than under the standard series are authorized to employ this new series. Please note, however, that specific appointments cannot be made within the Special Title series until the positions themselves have been authorized.

Before completing the Request for Authorization of a Special Title Position, below, please refer to the description of this title series which was issued on _____.

REQUEST FOR AUTHORIZATION OF A SPECIAL TITLE POSITION

Name of department _____

Special title desired (e.g., applied music, clinical medicine) _____

Name of other universities having a comparable series _____

Reasons why research or creative effort is inappropriate or should not be expected in this position _____

Training and achievement criteria for each rank (i.e., assistant professor, associate professor, professor). Use separate sheet of paper.

How many individuals do you think you may propose for this series at this time? _____
Within the next two years? _____

Do you anticipate that your department will propose other special title series within the next two years? _____ If so, please describe, at the same time predicting how many staff members may be involved. _____

How many staff members above the rank of instructor do you have at this time? _____

Other information or comment _____

Distribution: Original to _____ copies to _____ and _____